

Maryland-National Capital Park and Planning Commission

MISSION STATEMENT

The Maryland-National Capital Park and Planning Commission (M-NCPPC) in Montgomery County acquires, develops, and maintains a regional system of parks and prepares and administers a general plan for the physical development of the County.

BUDGET OVERVIEW

The M-NCPPC was established by the General Assembly of Maryland in 1927. As a bi-county agency, the Commission is a corporate body of, and an agency created by, the State of Maryland. The Commission operates in each county through a Planning Board and, in Montgomery County, a Park Commission. Five board members, appointed by the County Council, serve as the Montgomery County members of the Commission. The Planning Board exercises policy oversight to the Commissioners' Office, the Department of Park and Planning, and Central Administrative Services.

On January 15 each year, M-NCPPC submits to the County Council and the County Executive the M-NCPPC proposed budget for the upcoming fiscal year. That document is a statement of mission and goals, justification of resources requested, description of work items accomplished in the prior fiscal year, and a source of important statistical and historical data. The M-NCPPC proposed budget is available for review in Montgomery County Public Libraries and can be obtained by contacting the M-NCPPC Budget Office at 301.454.1741 or visiting the Commission's website at www.mncppc.org. Summary data only are included in this presentation.

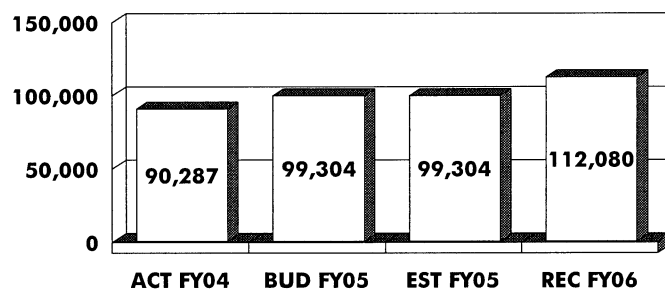
Tax Supported Funds

The M-NCPPC tax supported Operating Budget consists of the Administration Fund, the Park Fund, and the Advance Land Acquisition (ALA) Debt Service Fund. The Administration Fund supports the Commissioners' Office, the Montgomery County-funded portion of the Central Administrative Services (CAS) offices, and the following units in the Department of Park and Planning: Planning Activities, Management Services, the Director's Office, and Support Services. The Administration Fund is supported by the Regional District Tax, which includes Montgomery County, less the municipalities of Barnesville, Brookeville, Gaithersburg, Laytonsville, Poolesville, Rockville, and Washington Grove.

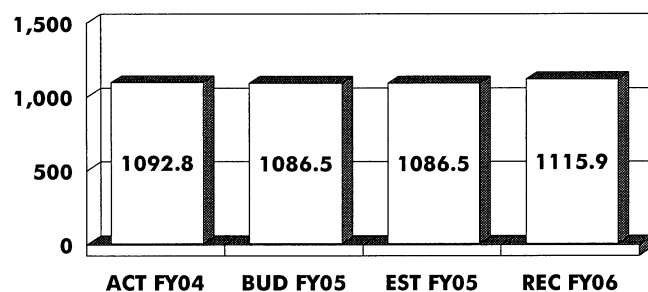
The Park Fund supports the activities of Montgomery Parks and Park Debt Service. The Park Fund is supported by the Metropolitan District Tax, whose taxing area is identical to the Regional District.

The Advance Land Acquisition (ALA) Debt Service Fund supports the payment of debt service on bonds issued to purchase land for a variety of public purposes. The Advance

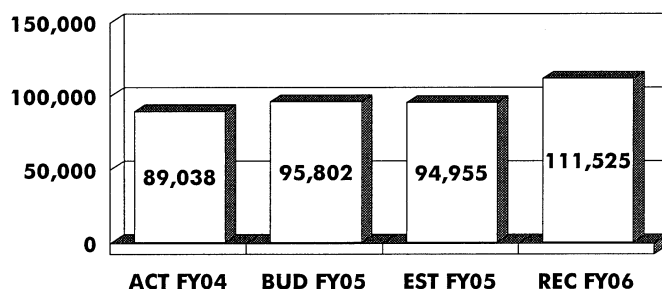
Trends



EXPENDITURES [\$000s]



WORKYEARS



RELATED REVENUES [\$000s]

Land Acquisition Debt Service Fund has a Countywide taxing area.

Non-Tax Supported Funds

There are two non-tax supported funds within the M-NCPPC that are financed and operated in a manner similar to private enterprise. These self-supporting operations are the Enterprise Fund and the Property Management Fund.

Grants are extracted from the tax supported portion of the fund displays and displayed in the Grant Fund. The Grant Fund, as displayed, consists of grants from the Park and Administration Funds.

Beginning in the FY03 submission, M-NCPPC is presenting a budget section for Special Revenue Funds. These funds are used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. M-NCPPC is now reporting them in accordance with Statement No. 34 of the Governmental Accounting Standards Board (GASB), issued June 1999. The budgets are associated with Planning and Parks operations throughout the Commission.

Spending Affordability Guidelines

In December 2004, the Council approved FY06 Spending Affordability Guidelines (SAG) of \$78,800,000 for the tax-supported funds of the M-NCPPC, which is a 1.7 percent increase from the \$77,479,260 approved FY05 budget. SAG excludes the Land Acquisition Debt Service Fund. For FY06, the Commission has requested \$86,954,300 excluding debt service, \$8,154,300 above the total SAG amount of \$78,800,000. The County Executive recommends approval of \$86,954,300.

The total of Enterprise Fund, Property Management Fund, Special Revenue Funds, Debt Service Fund, and Grant Fund, is \$112,080,200, a 12.9 percent increase over the \$99,303,760 total FY05 approved budget.

Commissioners' Office

The Commissioners' Office supports the five Planning Board members and enhances communication among the Planning Board, County Council, County residents, other governmental agencies, and other Commission departments.

Park and Planning Department

The Park and Planning Department provides recommendations, information, analysis, and services to the Montgomery County Planning Board (who also serve as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. The Department also oversees the acquisition, development, and management of a nationally recognized, award winning park system providing County residents with open space for recreational opportunities and natural resources stewardship. In addition, the Department is responsible for the preparation of master plans and sector plans which are recommended by the Planning Board and approved

by the County Council. The Department reviews development applications for conformance with existing laws, regulations, master plans, and policies and then presents its recommendations to the Planning Board for action. The Department gathers and analyzes various types of census and development data for use in reports concerning housing, employment, population growth, and other topics of interest to the County Council, County government, other agencies, the business community, and the general public.

The Department is organized into the Office of the Park and Planning Director, Planning Activities, Montgomery Parks, and Management Services.

Office of the Park and Planning Director

The Park and Planning Director's Office provides overall department leadership and program direction, policy and procedural guidance, strategic planning, liaison, coordination, and communication with other government agencies.

Planning Activities

The Planning Activities section recommends plans that sustain and foster communities and their vitality; implements master plans and manages the development process; provides stewardship for natural resources; delivers Countywide forecasting, data, and research services; and supports intergovernmental services.

Montgomery Parks

Montgomery Parks oversees a comprehensive park system of 389 parks of different sizes, types, and functions that feature Stream Valley and Conservation Parks, Regional and Special Parks, and Local and Community Parks. Montgomery Parks serves County residents as the primary provider of open space for recreational opportunities and maintains and provides security for the park system.

Management Services

The Management Services unit performs administrative activities associated with the Park and Planning Department's financial and budgetary management, information services and technology, community relations, and other department-wide functions, including a program measurement initiative.

Central Administrative Services

The mission of the Central Administrative Services (CAS) is to provide effective, responsive, and efficient administrative, financial, human resource, and legal services for the M-NCPPC and its operating departments. Costs of the bi-county CAS office are divided equally between Montgomery and Prince George's Counties.

Debt Service - Park Fund

Park Debt Service pays principal and interest on the Commission's acquisition and development bonds. The proceeds of these bonds are used to fund the Local Parks portion of the

Debt Service - Advance Land Acquisition Debt Service Fund and Revolving Fund

The Advance Land Acquisition Debt Service Fund pays principal and interest on the Commission's Advance Land Acquisition bonds. The proceeds of the Advance Land Acquisition bonds support the Advanced Land Acquisition Revolving Fund (ALARF).

ALARF activities include the acquisition of land needed for State highways, streets, roads, school sites, and other public uses. The Commission may only purchase land through the ALARF at the request of another government agency, with the approval of the Montgomery County Council.

Enterprise Fund

The Enterprise Fund accounts for various park facilities and services which are entirely or predominantly supported by user fees. Recreational activities include: golf courses, ice rinks, indoor tennis, conference and social centers, boating, camping, and nature center programs. Operating profits are reinvested in new or existing public revenue-producing facilities through the Capital Improvements Program.

Property Management Fund

The Property Management Fund manages leased facilities located on parkland throughout the County, including single family houses, apartment units, businesses, farmland, and facilities which house County programs.

COUNTY EXECUTIVE RECOMMENDATIONS

The County Executive's recommended FY06 level of expenditure for M-NCPPC is \$86,954,300, 12.2 percent over the FY05 approved budget for tax supported funds, exclusive of Advance Land Acquisition debt service. The Executive's recommended total is \$8,154,300 or 10.3 percent over Council Spending Affordability Guidelines (SAG). Estimated Cost of Living increases are included in the County Executive's FY06 Recommended Operating Budget.

The County Executive concurs with the M-NCPPC request for the Enterprise Fund and the Property Management Fund and recommends \$18,352,000 for 205.7 workyears for the Enterprise Fund and \$920,000 for 3.0 workyears for the Property Management Fund.

Park Fund

The Executive recommends a Park Fund budget of \$62,940,300, excluding debt service. This proposed funding represents a \$7,391,040 or 13.3 percent increase over the FY05 budget. This increased funding will support estimated compensation increases, health insurance increases, and operations and

maintenance for new park facilities. Park Fund debt service increased by \$110,500, from \$3,516,600 in FY05 to \$3,627,100 in FY06. The Executive recommends a real property tax rate of \$0.063 per \$100 of assessed value and a personal property tax rate of \$0.158 per \$100 of assessed value for the Park Fund.

Administration Fund

The Executive recommends an Administration Fund budget of \$24,014,000. This represents a \$2,084,000 or 9.5 increase over the FY05 budget. As with the Park Fund, the Executive has included funds to support estimated employee COLAs and merit increases. The Executive recommends a real property tax rate of \$0.022 per \$100 assessed value and a personal property tax rate of \$0.055 per \$100 assessed value for the Administration Fund.

ALA Debt Service

The Executive recommends ALA debt service funding of \$755,500, a decrease of \$2,700 or 0.4% over the FY05 budget. The cost decrease is due to lower bond interest. The Executive recommends an associated real property tax rate of \$0.001 per \$100 assessed value and a personal property tax rate of \$0.003 per \$100 assessed value.

Enterprise Fund

The Executive concurs with the M-NCPPC request for funding of \$18,352,000. This represents a \$3,218,800 or 21.3 percent increase over the FY05 budget of \$ 15,133,200.

Property Management Fund

The Executive concurs with the M-NCPPC request for funding of \$920,000. This represents a \$42,000 or 4.8 percent increase over the FY04 budget of \$878,000.

HIGHLIGHTS

- ❖ ***Provides funds to reduce the backlog of major maintenance projects. A backlog of approximately 1,000 service requests with costs below \$3,000 will be reduced by over 50% with this budget.***
- ❖ ***Provides funds to enable the Commission to return mowing, trimming and custodial cleaning schedules to targeted levels.***
- ❖ ***Provides funds to begin a six-year renovation project with the goal of renovating 126 infields, 112 soccer/football fields, applying artificial turf around the goal mouths at 26 heavily used soccer fields.***
- ❖ ***Provides funds for trails maintenance efforts from volunteers in the community, improve education and support to better manage the County's growing deer population, and remove and control non-native plants that threaten thousands of acres of parkland.***
- ❖ ***Provides funds for 6.5 career positions in support of park customer service and infrastructure initiatives, development review activities, and legal support for public-private partnership development and timely***

PROGRAM CONTACTS

Contact Bruce Crawford of the M-NCPPC at 301.454.1741 or Belinda M. Bunggay of the Office of Management and Budget at 240.777.2794 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY04	Budget FY05	Estimated FY05	Recommended FY06	% Chg Bud/Rec
ADMINISTRATION FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Administration Fund Personnel Costs	0	0	0	0	—
Operating Expenses	19,966,958	21,930,000	21,930,000	24,014,000	9.5%
Capital Outlay	0	0	0	0	—
Administration Fund Expenditures	19,966,958	21,930,000	21,930,000	24,014,000	9.5%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	225.0	222.3	222.3	229.0	3.0%
REVENUES					
Property Tax	17,867,411	18,559,440	18,339,220	22,600,080	21.8%
User Fees	1,787,026	1,483,750	1,483,750	1,592,000	7.3%
Investment Income	53,954	70,000	100,000	150,000	114.3%
Miscellaneous - From Employee Benefit Fund	604,519	598,000	598,000	0	—
Administration Fund Revenues	20,312,910	20,711,190	20,520,970	24,342,080	17.5%
PARK FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	50,407,514	55,549,260	55,549,260	62,940,300	13.3%
Debt Service Other	3,625,922	3,516,600	3,516,600	3,627,100	3.1%
Capital Outlay	0	0	0	0	—
Park Fund Expenditures	54,033,436	59,065,860	59,065,860	66,567,400	12.7%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	636.2	641.4	641.4	673.7	5.0%
REVENUES					
Property Tax	50,122,847	54,765,230	54,115,780	64,733,680	18.2%
Facility User Fees	1,244,677	1,310,500	1,310,500	1,474,300	12.5%
Investment Income	60,034	130,000	150,000	230,000	76.9%
Investment Income: CIP	61,521	150,000	110,000	220,000	46.7%
Miscellaneous	321,731	85,000	85,000	70,000	-17.6%
Park Fund Revenues	51,810,810	56,440,730	55,771,280	66,727,980	18.2%
ALA DEBT SERVICE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
ALA Debt Service Fund Personnel Costs	0	0	0	0	—
Operating Expenses	0	0	0	0	—
Debt Service Other	596,113	758,200	758,200	755,500	-0.4%
Capital Outlay	0	0	0	0	—
ALA Debt Service Fund Expenditures	596,113	758,200	758,200	755,500	-0.4%

	Actual FY04	Budget FY05	Estimated FY05	Recommended FY06	% Chg Bud/Rec
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					
Property Tax	1,004,254	1,093,420	1,081,150	1,208,330	10.5%
ALA Debt Service Fund Revenues	1,004,254	1,093,420	1,081,150	1,208,330	10.5%
GRANT FUND MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Grant Fund MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	236,530	575,000	575,000	575,000	—
Capital Outlay	0	0	0	0	—
Grant Fund MNCPPC Expenditures	236,530	575,000	575,000	575,000	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					
Administration Fund Grants	30,393	150,000	150,000	150,000	—
Park Fund Grants	206,137	425,000	425,000	425,000	—
Grant Fund MNCPPC Revenues	236,530	575,000	575,000	575,000	—
ENTERPRISE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Enterprise Fund Personnel Costs	0	0	0	0	—
Operating Expenses	12,289,919	13,486,200	13,486,200	16,379,200	21.5%
Debt Service Other	1,763,750	1,647,000	1,647,000	1,748,400	6.2%
Capital Outlay	0	0	0	224,400	—
Enterprise Fund Expenditures	14,053,669	15,133,200	15,133,200	18,352,000	21.3%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	229.5	215.4	215.4	205.7	-4.5%
REVENUES					
Rentals	2,696,049	2,929,600	2,929,600	3,103,100	5.9%
Fees and Charges	9,829,646	10,512,200	10,512,200	11,317,100	7.7%
Merchandise Sales	1,420,420	1,720,700	1,720,700	1,671,500	-2.9%
Concessions	132,401	138,700	138,700	162,600	17.2%
Non-Operating Revenues/Interest	67,003	50,000	50,000	50,000	—
Proceeds from Revenue Bond Sales	67,995	0	0	0	—
Miscellaneous	77,688	0	0	655,000	—
Enterprise Fund Revenues	14,291,202	15,351,200	15,351,200	16,959,300	10.5%
PROP MGMT MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Prop Mgmt MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	831,106	878,000	878,000	920,000	4.8%
Capital Outlay	0	0	0	0	—
Prop Mgmt MNCPPC Expenditures	831,106	878,000	878,000	920,000	4.8%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	2.1	3.1	3.1	3.0	-3.2%
REVENUES					
Investment Income	9,751	20,000	25,000	40,000	100.0%
Rental Income	824,308	858,000	858,000	890,000	3.7%
Prop Mgmt MNCPPC Revenues	834,059	878,000	883,000	930,000	5.9%

	Actual FY04	Budget FY05	Estimated FY05	Recommended FY06	% Chg Bud/Rec
SPECIAL REVENUE FUNDS					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Special Revenue Funds Personnel Costs	0	0	0	0	—
Operating Expenses	569,472	863,500	863,500	857,000	-0.8%
Capital Outlay	0	100,000	100,000	39,300	-60.7%
Special Revenue Funds Expenditures	569,472	963,500	963,500	896,300	-7.0%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	4.3	4.3	4.5	4.7%
REVENUES					
Miscellaneous	459,438	685,500	685,500	435,500	-36.5%
Investment Income	9,130	200	19,540	30,000	14900.0%
Service Charges	79,819	67,000	67,000	317,000	373.1%
Special Revenue Funds Revenues	548,387	752,700	772,040	782,500	4.0%
DEPARTMENT TOTALS					
Total Expenditures	90,287,284	99,303,760	99,303,760	112,080,200	12.9%
Total Full-Time Positions	0	0	0	0	—
Total Part-Time Positions	0	0	0	0	—
Total Workyears	1092.8	1086.5	1086.5	1115.9	2.7%
Total Revenues	89,038,152	95,802,240	94,954,640	111,525,190	16.4%

FUTURE FISCAL IMPACTS

Title	CE REC. FY06	FY07	FY08	(\$000's) FY09	FY10	FY11
This table is intended to present significant future fiscal impacts of the department's programs.						
ADMINISTRATION FUND						
Expenditures						
FY06 Recommended - Tax Supported	24,014	24,014	24,014	24,014	24,014	24,014
No inflation or compensation change is included in outyear projections.						
Employee Retirement Contribution	0	476	476	476	476	476
Restore Medical Cost Expenditure	0	192	192	192	192	192
Restore Medical Cost Expenditure						
Retiree Medical Trust Fund	0	406	406	406	406	406
Medical Trust Fund will be exhausted in FY2006. Future contributions will need to be funded from the Administration Fund.						
Unfunded Electricity Cost Liability - MNCPPC	0	38	38	38	38	38
Increased utility costs are projected based on higher unit costs due to the market-driven economy permitted by utility de-regulation.						
Subtotal Expenditures	24,014	25,126	25,126	25,126	25,126	25,126
PARK FUND						
Expenditures						
FY06 Recommended - Tax Supported without debt service	66,567	66,567	66,567	66,567	66,567	66,567
No inflation or compensation change is included in outyear projections.						
Employee Retirement Contribution	0	743	743	743	743	743
FOP Contract Costs	0	59	59	59	59	59
New Park Facilities	0	113	113	113	113	113
Costs related to new park facilities based on the FY03-08 Capital Improvements Program						
Restore Medical Cost Expenditure	0	546	546	546	546	546
Restore Medical Cost Expenditure						
Retiree Medical Trust Fund	0	994	994	994	994	994
Medical Trust Fund will be exhausted by FY2006. Future contributions will need to be funded from the Park Fund.						
Unfunded Electricity Cost Liability - MNCPPC	0	436	436	436	436	436
Increased utility costs are projected based on higher unit costs due to the market-driven economy permitted by utility de-regulation.						
Subtotal Expenditures	66,567	69,459	69,459	69,459	69,459	69,459

Maryland-National Capital Park and Planning Commission

